



WIRELESS E-911 SERVICES BOARD

January 8, 2003

10:00 a.m.

110 S. 7th Street
3rd Floor Conference Room
Richmond, Virginia 23219

Members Present:	Jerry Simonoff, Chairman James McDonnell, Vice Chairman Melvin Breeden Captain John Furlough Terry Hall Tom Hanson Ralph Jones	Robert Layman Sheriff Ron Oakes Chief Henry Stanley Chief Julian Taliaferro David Von Moll Robert Woltz
Members Absent:	Edward Coglio	
Staff Present:	Steve Marzolf, Coordinator Mel Sheridan, Analyst	Dorothy Spears-Dean, Analyst Brenda Bolton, Administrative Assistant

1. **CALL TO ORDER**

Jerry Simonoff, Chairman, called the meeting of the Wireless E-911 Services Board (hereafter referred to as the Board) to order at 10:00 a.m. Mr. Simonoff welcomed all in attendance.

2. **APPROVAL OF NOVEMBER MINUTES**

Mr. Woltz made a motion, seconded by Chief Stanley, that the Board minutes of November 13, 2002 be approved as presented; passed 12-0-0.

3. **FINANCIAL REPORT**

- **December Financial Report**

Mr. Marzolf presented the financial report through December 2002.

- **Budget Update**

Mr. Marzolf briefed the Board on the impact of Governor Warner's recommended budget to the E-911 Fund as follows:

Reduction Plan – October 15, 2002

FY2003.....	\$6,956,273
FY2004.....	<u>\$4,743,098</u>
Total.....	\$11,699,371

Reduction Plan – December Budget Submission

FY2003.....	\$0
FY2004.....	<u>\$4,100,000</u>
Total.....	\$4,100,000

Grand Total.....\$15,799,371

The October 15, 2002 reductions are based on a 15% reduction to the appropriated budget. As a result the reduction is both to the fund and the authorized appropriation. The December reduction is just a decrease to the fund balance and thus is not reflected in a reduction to the appropriation. Additionally, only \$3 million of this reduction is actually to the fund balance. The remaining \$1.1 million reduction represents the anticipated revenue increase from the inclusion of prepaid wireless service in the surcharge collection and is consequently taken from new revenue.

4. CMRS MONTHLY STATUS SUMMARY

Mr. Marzolf gave the Board an overview of the monthly reports filed by each CMRS Provider as per attached.

5. VIRGINIA IT STRATEGIC PLAN

Mr. Eugene Huang, Deputy Secretary of Technology presented to the Board an overview of the Virginia IT Strategic Plan (as per attached), stating that the Department of Technology Planning would be eliminated, however, the Public Safety Communications Division and the E-911 Services Board would be an entity within the Virginia Information Technology Agency.

6. VGIN REPORT

Mr. Bill Shinar, Coordinator, Virginia Geographic Information Network briefed the Board regarding the Statewide Base Mapping Project as per attachments. Mr. Woltz made a motion (with the awareness that the E-911 Wireless Services Fund is not the only continued source for funding additions to this project), seconded by Mr. Hall that the remaining funds saved from the original approval of \$9.8 be used to complete the statewide centerlines and addressing; passed 12-0-0.

7. OLD BUSINESS

a) FY2003 Wireless Funding Requests

(Amherst, Appomattox, Highland, Nelson, Tazewell and Waynesboro)

Mr. Marzolf presented requests for funding for Amherst, Appomattox, Highland, Nelson, Tazewell and Waynesboro. Chief Taliaferro made a motion, seconded by Sheriff Oakes that the requests be approved as per attached; passed 12-0-0.

b) FY2003 Wireless Adjustments

(Henrico, Rockbridge, Smyth and Southampton)

Mr. Marzolf presented FY2003 wireless adjustments to requests previously approved by the Board for Henrico, Rockbridge, Smyth and Southampton. Mr. Von Moll made a motion, seconded by Mr. Woltz that the requests be approved as presented; passed 12-0-0.

**c) Wireline Funding Requests
(Highland County)**

Mr. Marzolf presented a request for wireline funding for Highland County as per attached. Mr. McDonnell made a motion, seconded by Chief Stanley that the request be approved as presented; passed 12-0-0.

**d) Wireline Extension Request
(Scott County)**

Mr. Marzolf presented a wireline extension request for Scott County as per attached. Mr. Woltz made a motion, seconded by Mr. Hanson that the request be approved as presented; passed 12-0-0.

e) Project Management Update

Mr. Marzolf presented the attached "Project Management Cost Analysis" per request of the Department of Planning and Budget to show a breakdown per fiscal year. Mr. Marzolf also stated that the project management detail would be available for public review on the va911.org website.

f) Analysis of Minimum Percentage Funding

Mr. Marzolf briefed the Board on the attached "Summary of Funding Analysis" for FY2002 and FY2003 as per attached. Staff requested approval to continue to use the 10.42% funding formula for FY2004 submissions. Mr. Woltz made a motion that actual wireless percentages be used rather than statewide average; tabled due to lack of a second. An ad hoc committee will in turn be appointed for review of this motion.

8. NEW BUSINESS

Next Board Meeting

The next E-911 Wireless Services Board meeting will be held on February 26, 2003.

9. ADJOURNMENT

With no other business to be discussed, Mr. Woltz made a motion, seconded by Captain Furlough that the meeting be adjourned; passed 12-0-0.

Respectfully submitted,

Brenda A. Bolton
Administrative Assistant
Public Safety Communications Division
Department of Technology Planning

Approved by Board: _____
(date)